

**GEORGIA BOARD OF EXAMINERS OF LICENSED DIETITIANS
MINUTES OF REGULAR MEETING
FEBRUARY 11, 2005**

A Meeting of the Georgia Board of Examiners of Licensed Dietitians was held on February 11, 2005 at 10:00 in Room 202, Coliseum Drive, Macon, Georgia.

The following members were present:

Lula Hutchinson, RD, LD, Chair
Tracey Neely, MS, RD, LD, Vice Chair
Jessie Wright, MS, LD, RD, Cognizant
Joan Fischer, PhD, RD, LD
Deedee Williams, Consumer Member

Absent:

Nancy Walters, MMSc, RD, LD

Others Present:

Jacqueline A. Hightower, Executive Director, Yvonne LeSane, Board Secretary, Serena Gadson, Applications Specialist, Michael Floyd, Legal Services, Mollie Fleeman, Division Director, Ellen Jurgens, GDA Liaison

Ms. Hutchinson established a quorum of the Board and called the meeting to order at 10:20 a.m.

The Board reviewed and revised the Agenda.

Dr. Fischer moved and Ms. Williams seconded and the Board voted to approve the Minutes of December 2, 2004 minutes.

Dr. Fischer moved and Ms. Wright seconded and the Board voted to enter into Executive Session in accordance with O.C.G.A. §43-1-2(k)(1)(2), 43-1-19(h)(2)&(4), §43-1-2(k)(4) and 50-14-2(1) and to deliberate on Applications, receive information from Cognizant Report and the Attorney General's Report. Voting in favor of the motion were those present who included Board members Wright, Fischer, Neely, Williams and Hutchinson. The Board concluded Executive Session in order to vote on these matters and to continue with the public session.

Correspondence: The board reviewed correspondence and discussed the following items of interest:

Ginny L. Kirkland, RD, LD, CDE East GA Regional Medical Center: Can dietitians change diet order and tube feeding adjustments.

Board response: Refer to law and rules and facility by-laws.

Meeting with Cathy Cox: Ms. Hutchinson presented the Board with the draft of a letter to the Legislature and Governor regarding funding for the Board.

Ms. Neely moved and Ms. Williams seconded and the Board voted to forward the revised letter to the Legislature and Governor.

Ellen Jurgens, Georgia Dietetic Association (GDA) Liaison Report:

Ms. Jurgens, Liaison, presented a brief informational report.

Board Policy:

Ms. Wright moved and Dr. Fischer seconded and the Board voted to create a policy to encourage unlicensed registered dietitians to apply for licensure. Individuals applying between May 1st and July 31st will be considered without disciplinary action for unlicensed practice. All applications will be reviewed by the Board on an individual basis.

Meeting Dates:

The Board may want to have an actual meeting in lieu of a conference call on June 10, 2005. The Board will advise staff.

Cognizant Member's Report:

Diet040028: Ms. Neely moved and Ms. Wright seconded and the Board voted to offer a Cease and Desist and refer to the Medical Board.

Diet050045: Ms. Neely moved and Dr. Fischer seconded and the Board voted to refer to Enforcement for further investigation.

Ms. Wright moved and Ms. Williams seconded and the Board voted to accept the Cognizant Member's Report.

Enforcement Report:

Brenda Smith: Ms. Williams moved and Ms. Neely seconded and the Board voted to accept the signed Cease and Desist. Docket number 2005-0359.

Executive Director's Report:

Ms. Hightower discussed the following items of interest:

- Financial Disclosure Statements
- Federal Bureau of Investigation (FBI)

Mollie Fleeman, Division Director:

Ms. Fleeman addressed the Board on:

Licensed Dietitians Board

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- Fiscal Year 2006 Budget, and
- Legislative Session

Applications:

Amy Jewell: Ms. Wright moved and Ms. Fischer seconded and the Board voted to reject signed consent order and to accept a consent agreement without a fine upon receipt.

Ms. Wright moved and Ms. Williams seconded and the Board voted to approve applications for licensure determined to have met licensure requirements as follows:

License No.	Name	Profession	Issue Date
LD002807	Sheikh, Maleyca Hamzaali	Licensed Dietitian	12/2/2004
LD002808	Billingsley, Kathleen Marie	Licensed Dietitian	12/9/2004
LD002809	Bull, Emily Ann	Licensed Dietitian	12/9/2004
LD002810	Halbrooks, Kathy Jo	Licensed Dietitian	12/9/2004
LD002811	Macormic, Sydney M.	Licensed Dietitian	12/9/2004
LD002812	Williamson, Nadine Sonya	Licensed Dietitian	12/9/2004
LD002813	Portera, Cooper Quinn	Licensed Dietitian	12/9/2004
LD002814	Johnson, Karen Urquhart	Licensed Dietitian	12/10/2004
LD002815	Funchess, Lisa J.	Licensed Dietitian	12/10/2004
LD002816	Szerlong, Heidi Nan	Licensed Dietitian	12/10/2004
LD002817	Fisher, Maurin Kay	Licensed Dietitian	12/10/2004
LD002818	Lamoureux, Hope Ann Galloway	Licensed Dietitian	12/16/2004
LD002819	Samuels, Jesse Jill	Licensed Dietitian	12/29/2004
LD002820	Sutton, Jessica Leigh	Licensed Dietitian	1/12/2005
LD002821	Jacob, Alice Benz	Licensed Dietitian	1/13/2005
LD002822	Daly, Jessica	Licensed Dietitian	1/20/2005
LD002823	McClendon, Jamie Amanda	Licensed Dietitian	1/20/2005
LD002824	Caquelin, Marlys Lou	Licensed Dietitian	1/28/2005
LD002825	Whitehead, Judith Ann	Licensed Dietitian	1/28/2005
LD002826	Kehoe, Emily Catherine	Licensed Dietitian	2/1/2005
LD002827	Howard, Marsha Renee	Licensed Dietitian	2/1/2005
LD002828	Edmiston, Lauren Michele	Licensed Dietitian	2/1/2005

Ms. Wright moved and Ms. Williams seconded and the Board voted to approve applications for provisional licensure determined to have met requirements as follows:

Name	Issue Date
Goudeau, Cynthia Harris	12/6/2004
McKenzie Jatun Kreatson	1/12/2005
Wright, Laura Ellen	1/12/2005
Wilson, Diane Marie	1/20/2005
Ruhlen, Angela John	1/20/2005

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Ms. Wright moved and Ms. Williams seconded and the Board voted to approve applications for restoration determined to have met licensure requirements as follows:

License No.	Name	Issue Date
LD002373	Johnson, Gwenyth L. Burge	11/29/2004
LD000352	Bussey, Elizabeth Ann	12/3/2004
LD001190	Crocker, Stephanie Lawson	12/9/2004
LD002398	Williams, Kelly Elyce	12/9/2004
LD000130	Cowan, Agnes Graham	12/27/2004
LD002872	Purohit, Trupti S.	12/29/2004
LD000461	Benardot, Dan	1/5/2005

Education Task Force Meeting:

Attendees: Joan Fischer, Committee Chair, Jessie Wright, Ellen Jurgens, Liaison, Yvonne LeSane and Jacqueline Hightower discussed the following:

The Committee updated the comparison chart of continuing profession education with American Dietetic Association (ADA) requirements.

The chart will be appropriately distributed.

Rules Committee Meeting:

Attendees: Tracey Neely, Committee Chair, Lula Hutchinson and Deedee Williams discussed possible rule revisions.

Rule 157-5-.02 and .03:

Ms. Fischer moved and Ms. Williams seconded and the Board voted to refer the rule to the Attorney General for consideration and authority to adopt:

**RULES
OF
GEORGIA BOARD OF EXAMINERS OF
LICENSED DIETITIANS

CHAPTER 157-5
CONTINUING PROFESSIONAL EDUCATION**

157-5-.02 Documentation Requirements.

(2) Proof of continuing professional education may be documented by:

(a) A copy of the licensee's current Commission on Dietetic Registration (CDR) card and CDR record of continuing professional education; provided, however, that the continuing professional education complies with the requirements specified within this chapter; or

(b) Certificate of attendance including date of event, number of contact hours and a program agenda or description of the course; or

(c) Official college or university transcripts and a brief course description of academic coursework; or

(d) Other appropriate reporting form(s) as determined by the Board.

Authority O.C.G.A. §§43-11A-7; 43-1-19

157-5-.03 Acceptable Continuing Professional Education.

(2) The following activities are acceptable, provided they meet the requirements and criteria of this section and may include:

(l) A maximum of twenty (20) continuing professional education units per biennium may be approved for conducting dietetics-related research as a sole or co-investigator. The investigator must participate substantially in the design of the work, analysis of data as well as writing of the report. This does not include research conducted to fulfill academic requirements, which receives continuing professional education units under academic coursework, or conducting literature reviews which are included under professional reading.

1. A sole investigator, who alone develops the study concept and design, conducts the analysis and writes the report will receive twenty (20) continuing professional education units. A co-investigator, who participates substantially in development of the study concept and design, the analysis of data and writing of the report, will receive ten (10) continuing professional education units.

2. A final report to federal, state or other grant providing organization, or a letter verifying acceptance for publication in a peer-reviewed journal, or a copy of published journal article in a peer-reviewed journal, or a letter verifying acceptance of research at a peer-reviewed professional association conference is required.

(m) A maximum of thirty (30) continuing professional education units per biennium may be approved/accrued for Residency and Fellowship Programs. Programs require completion of a dietetics-related, post-baccalaureate-level residency or fellowship activity with a minimum of thirty (30) contact hours. The program must meet all the following criteria: post-baccalaureate-level, dietetics-related, formalized/structured experiences, and sponsored by a US regionally accredited college or university or an institution accredited/approved by the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) or NCQA.

1. Completion of the program provides thirty (30) continuing professional education units.

2. The name of the program, address, phone number, and email address or fax number of the provider along with a certificate of completion, including date completed and number of CPEU's are required for documentation.

(n) A maximum of twenty (20) continuing professional education units per biennium may be approved/accrued for Sponsored Independent Learning activities. The individualized learning activity must be planned, carried out by the learner and it must be dietetics-related. The learner contracts with an individual, who is an expert in a particular area, using the Sponsored Learning Contract available from ADA.

1. One (1) continuing professional education unit is equivalent to two (2) hours spent on this activity.

2. The sponsored independent learning contract with original signatures, including date completed and number of CPEU's is required for documentation.

(o) A maximum of twenty (20) continuing professional education units per biennium may be approved/accrued for Study Groups. The study group must be preplanned, provide for group participation, include 3 or more professionals, and include an in-depth study of a specific, dietetics-related topic.

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1. One (1) continuing professional education unit is equivalent to one (1) contact hour.

2. A certificate of attendance/completion including date completed and number of CPEU's or CPE agenda/outline (with objectives, date, timeline, coordinator) along with the name, address, phone number, and email address or fax number of the coordinator is required for documentation.

(p) A maximum of thirty (30) continuing professional education units per biennium may be approved/accrued for earning a certification/recertification as approved by ADA-CDR. For approval, the certification/recertification program must be dietetics-related. It must require that candidates meet eligibility requirements, pass an examination to become certified initially, and require certificants to pass an examination for recertification in order to remain certified.

1. Completion of a certification/recertification provides 30 continuing professional education units.

2. The name, address, phone number, and email address or fax number of the provider and copy of the document verifying date of issue and duration of the certification including number of CPEU's are required for documentation.

(q) A maximum of thirty (30) continuing professional education units per biennium may be approved/accrued for Pre-approved Self-Study. ADA-CDR pre-approved self-study programs and self-study programs offered by CDR Accredited Program Providers are acceptable. They may be audio-based, computer-based, printed, video-based, DVD-based, CD-based, or Web-based.

1. All self-study programs must meet ADA-CDR defined content, address a single topic in depth, periodicals must be preapproved, emphasis of the program must be on relevant content, must have a minimum of 1 contact hour that is verified, and there must be a professionally developed test at the end.

2. For most programs, one (1) continuing professional education unit is equivalent to one (1) contact hour.

3. A certificate of attendance/completion including date completed and number of CPEU's or CPE agenda/outline (with objectives, date, timeline, provider) is required for documentation.

Ms. Neely moved and Ms. Williams seconded and the Board voted to adjourn at 3:45 p.m.

Lula Hutchinson, Chair

Mollie L. Fleeman, Division Director
Professional Licensing Boards Division

Recorded by

Jacqueline Hightower, Executive Director
Professional Licensing Boards Division